

**CITY OF CENTRAL POINT
Parks Commission Meeting Minutes
May 19, 2016**

I. MEETING CALLED TO ORDER

Mark Ludwiczak called the meeting to order at 6:15 P.M.

II. ROLL CALL

Commission members Patricia Alvarez, Mark Ludwiczak, Neil Olsen, Carl Orndoff, Lee Orr and Council liaison Allen Broderick were present. John Beck and Deven Howard were absent. Introductions of City staff attending: Jennifer Boardman, Karen Roeber, Cory Shaw, Dave Jacob, Don Dunn, Corey Qualls and Matt Yeazel. Also attending was Joe Hatten who will be part of the Parks Maintenance Staff and his official hire date is June 01, 2016.

III. REVIEW MINUTES

Patricia made a motion to approve the corrected minutes of the January 21, 2016 Parks Commission meeting. Neil seconded the motion. All were in favor and the minutes were approved.

IV. CHANGES TO AGENDA

None

V. PUBLIC APPEARANCES

None

VI. BUSINESS

A. Greenway Joint Powers – Jenna Stanke Marmon

Jenna Stanke Marmon with Jackson County presented a draft of the Greenway Joint Powers Agreement that is coming up for renewal next year. She explained this is only a draft and for the commissioners to review it and make notes, comments, suggestions and to send those along with any questions to her or Jennifer. Jenna will return in the Fall (Nov.) for agreement discussion and Park Commissioner's' approval. She is hoping it is sent forward for City Council in February or March 2017. There will also be input from RVCOG, ODOT, Law Enforcement and ODFW.

VII. OTHER BUSINESS

A. Upcoming meetings for 2016 – Sept. 15, and Nov. 17

Jennifer asked the commissioners to review the meeting dates for the remainder of this year as previously decided on. She also reminded them meetings will now be held on Thursday evenings instead of Tuesday evenings to better accommodate the commissioners.

B. Staffing Changes – New additions

Jennifer introduced Cory Shaw as Sarah's replacement for the Recreation/Special Events Coordinator position. Cory's hire date was February 01, 2016 and her first City event was the Eggstravaganza which was a big success. Cory has lots of good ideas and brings a new perspective to her position. Jennifer also introduced Joe Hatten who will be officially hired on June 01, 2016 as part of the Parks Maintenance Staff .

C. Skyrman Arboretum Update – Where do we stand

Jennifer said this project was sent out to bid and only one bid was submitted as most contractors and their subs are extremely busy. The engineer's estimate for this project was \$175k and the bid from Knife River Materials came in way over that at \$298k. Jennifer said her and Matt have discussed the budget and one suggestion is to omit the wrought iron fence which will save \$50k as none of the other Central Point parks (except the Skate Park) is fenced. She's waiting to hear back from an Oregon Grant that was submitted and we may be able to do this project in phases starting with the trail so people could start enjoying the arboretum. Later phases include upgrading the house s it could be used for classes. She is also waiting to hear back from Wally's brother Carl as to what funds will be available and when.

D. Master Plan – Progress Update

Jennifer said the first Parks Master Plan kickoff meeting was held on May 10, 2016 and only a few people attended. These meetings will continue into the Fall and she is hoping for improved attendance. She has received approximately 300 surveys and they also have received input from kids in School District 6 as to what they would like in C.P. Parks.

E. Parks Maintenance Contract

Jennifer said the Parks maintenance contract was awarded to Overstreet Landscaping out of Eagle Point. The contract includes Civic Park, Twin Creeks, Don Jones and the water reservoir. She said the current contract ends in December and the contractor's quality of work is no longer there. There has been a steady decrease in the level of care for weekly maintenance which is very disappointing.

F. Run 4 Freedom – Volunteers Needed

Jennifer said they are looking for volunteers to help with the July 4th Run 4 Freedom event. She said flyers went to the schools last week and she is expecting more participants this year. Volunteers will help register runners, hand out pre-registration packets, help with safety along the route and sell T-shirts which are not included with registration this year. The proceeds from this event go towards Crater scholarships.

G. Recreation Update

Jennifer said the new RECreate Guide is out and Dave did another great job putting it together. There are new classes and she asked for suggestions for future classes. Cory will be working on a redesign of the RECreate guide. Jennifer said Central Point is in discussion with the Expo to continue BOB (Battle of the Bones) in conjunction with their Harvest Fair this year. The Harvest Fair is scheduled for September 16, 17 and 18, 2016. Central Point would host the BBQ portion only which will be a scaled down version. She is meeting with the BBQ teams in the next few weeks and working with the Expo to see if combining events will be a good fit for everyone.

H. Parks Update – Failure of Poles at Twin Creeks, Tree Issues

Jennifer said the poles for the gazebo at Twin Creeks Park are failing as flickers have nested in the poles. She has contacted the manufacturer who inspected the poles and talked with the Parks Maintenance crew about ways to keep the moisture out of the brickwork at the bottom of the poles. The poles are only 10 years old and will cost \$7000 to repair/replace.

Jennifer stated that having the trees thinned out last year has lessened the stress on the trees and there were no tree issues during the last storm.

I. Munch and Movies – New look for Friday Festival

This year there will be six Munch and Movies – three at Pfaff Park and three at Twin Creeks Park. The dates and movie titles are listed on the City Website, Facebook Page and in the Guide.

J. Arbor Day – Great Success

Jennifer said the Arbor Day event was very successful this year with 90 students from Mae Richardson Elementary participating. They formed three groups of 30 students and then each group rotated so they got to learn about planting, recycling, stormwater and stewardship. Along with creek clearing/clean up there were 19 trees planted along Daisy Creek in Cascade Meadows this year.

K. Upcoming Events – Memorial Day Commemoration, Run 4 Freedom

Jennifer invited the Commissioners to the Memorial Day ceremony on May 30th at 9:00 a.m. at the Fallen War Heroes memorial at Don Jones Park and also the July 4th Run 4 Freedom event. She said the Chamber is holding a Farmers Market once a month at Pfaff Park and they will continue until the Fall. The first one held in May was not well attended by vendors or residents due to cold, wet, windy weather.

*City of Central Point
Parks Commission Minutes
May 19, 2016*

She said that Cory is putting together another run for the Fall and the slogan is "Grow a Pear". Jennifer will have more information on this event at the next Parks Commission meeting.

VII. ADJOURNMENT

Mark moved to adjourn the meeting at 7:53 P.M. Carl seconded the motion and all were in favor.

- IX.** **NEXT MEETING: Thursday, September 15, 2016 at 5:45 PM in the Council Chambers** – this will include dinner and you will get to meet the new Recreation/Special Events Coordinator.